The Managers of the proposed Training School for Nurses ask for the care and direction of the nursing in such Medical and Surgical wards as the Trustees may designate, subject to the authority of the Resident Physician.

They ask that the money now paid for the Service (including board and wages) of these wards may be paid to the Treasurer of the Training School.

Rules & Regulations.

1. The School shall be under the direction of a Board of Managers.
2. The nurses shall live in a Home as near as possible to the Hospital; the Home to be provided by the Managers.
3. A lady will be appointed by the ~~Comm~~ Managers to superintend the Home and exercise entire authority over the nurses. She will reside at the Home but will spend a portion of each day in the wards, inspecting them and supervising the nurses. She will be responsible to the Resident Physician for the discipline of the nurses.
4. The nurses shall be nominated by the Lady Superintendent with the approval of the Resident

Physician.

5. The Managers propose to place thoroughly trained and Competent women in charge of each ward as head-nurses. These nurses will sleep in the room adjoining their wards; upon them will devolve the duty of teaching the pupils, of whom there will be three to each ward. It shall be the duty of the head-nurse of each ward to accompany the Attending Physician if desired in his daily Rounds.

6. The pupils shall be not less than twenty five years of age, respectable women, who expect to adopt nursing as a profession. These women must bring a certificate from a Physician in good Standing that they are of Sound health and Suitable Character.

7. The women are to be for one month on probation as unpaid assistants.

8. If Considered Suitable persons they must Sign a written agreement to remain at the Home one year, and during that time to obey all the rules of the Institution.

9. The Pupils will lodge and board at the Home. They will have regular hours assigned them when they will be off and on duty in the wards, and there will be a Rotation of nurses for night duty instead of the usual night-watchers.

10. To the Superintendent and all her Subordinates a certain Rate of wages will be paid on a Scale to be hereafter determined.

11. Each pupil will serve a certain number of months in each department in order to familiarize her with all the duties of her profession.

12. Those nurses who have served their term of training acceptably to the Medical & Surgical Officers of the Hospital shall receive a certificate to that effect.

Rules & Regns
for
Training School for Nurses
June 1873

Certificate of Incorporation, and By-Laws, of the Boston Training School for Nurses.

No. 414.

Commonwealth of Massachusetts.

Be it known, that whereas Martin Brimmer, LeBaron Russell, Cora L. Shaw, Mary E. Parkman, Caroline G. Curtis, Henrietta Codman, Abby M. Storer, Sarah Cabot, Charles P. Putnam, Maria A. Revere, Louise Brooks, Mary Anne Wales, F. B. Sanborn, O. F. Wadsworth, and Anne S. Robbins have associated themselves with the intention of forming a corporation under the name of the "Boston Training School for Nurses," for the purpose of the instruction and training of nurses for the sick, with a capital of an amount not established nor divided into shares, and have complied with the provisions of the Statutes of this Commonwealth in such case made and provided as appears from the certificate of the President, Treasurer, and Directors of said corporation duly approved by the Commissioner of Corporations, and recorded in this office:

Now, therefore, I, Oliver Warner, Secretary of the Commonwealth of Massachusetts, do hereby certify that said Martin Brimmer, LeBaron Russell, Cora L. Shaw, Mary E. Parkman, Caroline G. Curtis, Henrietta Codman, Abby M. Storer, Sarah Cabot, Charles P. Putnam, Maria A. Revere, Louise Brooks, Mary Anne Wales, F. B. Sanborn, O. F. Wadsworth, and Anne S. Robbins, their associates and successors, are legally organized and established as and are hereby made an existing corporation under the name of the "Boston Training School for Nurses," with the powers, rights, and privileges, and subject to the limitations, duties, and restrictions, which by law appertain thereto.

WITNESS my official signature hereunto subscribed, and the seal of the Commonwealth of Massachusetts hereunto affixed, this Seventeenth day of March, in the year of our Lord one thousand eight hundred and seventy-five.

(*Signed*) OLIVER WARNER,
Secretary of the Commonwealth.

(*Seal*)

3.3

BY-LAWS.

1. The Corporation shall consist of all persons who signed the agreement by which it was constituted, and all persons who shall be members of the Board of Directors.

2. The officers of the Corporation shall be a President, a Treasurer, a Clerk, and twenty-two Directors, who together shall constitute the Board of Directors. The officers shall be elected by ballot at the first meeting of the Corporation, and shall hold their offices until the next Annual Meeting, or until the election of their successors, and shall thereafter be elected at the Annual Meeting for one year, or until their successors are chosen. The Board of Directors may fill any vacancies. The officers elected at the first or any Annual Meeting shall have the power of a full Board, notwithstanding that less than the full number of Directors may have been chosen. The first meeting of the Board of Directors shall be held immediately after the first meeting of the Corporation.

3. The Board of Directors shall have the entire control of the School, and may make any By-Laws not inconsistent with those of the Corporation. The Treasurer shall keep an account of all receipts and payments, shall present a statement thereof at each regular meeting of the Directors, and a report for the year at the Annual Meeting, and shall make all payments authorized by the Board of Directors or its Committees. The Clerk shall notify and keep a record of the meetings of the Corporation and of the Directors.

4. The Annual Meeting shall be held on the first Tuesday of November, at such hour and place as the Directors shall appoint. Special meetings may be called by order of the Board of Directors.

5. The By-Laws may be amended at the Annual Meeting, or at any Special Meeting called for the purpose.

DIRECTORS' BY-LAWS.

1. The officers of the Board of Directors of the Boston Training School for Nurses shall be the same as those of the Corporation.

2. The following Committees shall be appointed by vote of the Directors at the meeting at which these By-Laws are adopted, and thereafter every year at the first meeting of the Directors after the Annual Meeting, viz., — A Committee on the Hospital, a Committee on the Admission of Pupils, a Committee on Instruction.

3. The Committee on the Hospital shall have the general direction of the nurses and pupils in the Hospital, including their discharge; shall keep a record of their character and qualifications ascertained during their connection with the School, and in case of their discharge, of the reasons therefor, which record shall lie upon the table at every meeting of the Directors. This Committee shall have charge of all business relations between the School and the Hospital. The Clerk and Treasurer shall be *ex officio* members of this Committee. This Committee shall choose its own Chairman and Secretary, and make a report at each Monthly Meeting of the Directors.

4. The Committee on Admissions shall have the management of the admission of new pupils; shall keep a list of applicants, with information concerning them; and shall report at their discretion or at the request of the Directors. They shall have power to print whatever circulars may be needed in the discharge of their duty.

5. The Instruction Committee shall have charge of all instruction and examination of the nurses, both practical and theoretical, including arrangements with instructors, the procuring of text-books and utensils, and the preparation of diplomas. They shall provide for quarterly as well as final examinations, and shall make a written report at each Monthly Meeting of the Directors. They shall choose their own Chairman and Secretary.

6. A Registrar shall also be appointed at the same meeting to serve until the appointment of her successor, whose duty it shall be to keep a record of the graduates of the School, from which information may be furnished in regard to their whereabouts, qualifications, and success as nurses. She shall report quarterly, or on request from the Directors.

7. A Visiting Committee shall be appointed and announced by the Clerk at each Monthly Meeting, to consist of one lady and one gentlemen. They shall serve one month from the time of their appointment, during which time they are expected to make themselves conversant with the management of the School, to attend the meetings of the Hospital and Instruction Committees, and to call the attention of these Committees to any matters they may deem important. They shall visit the Hospital as often as they may find necessary to the discharge of their duty, and shall make a written report to the Directors at the regular Monthly Meeting, which report shall be kept on file by the Clerk.

8. The Directors shall meet on the first Tuesday of every month.

9. Special Meetings shall be called by the Clerk at the request of the President or of two members of the Board.

10. Any amendment of these By-Laws shall be proposed at least one month before the meeting at which it is acted on, and a vote of two-thirds of the Directors present shall be necessary to its passage.

11. Vacancies on Committees may be filled, or the number of any Committee may be increased, by a two-thirds vote of the Directors present at any meeting.

12. Seven Directors shall constitute a quorum for the transaction of business.